***Maryland Pyramid Model State Leadership Team Meeting***

*Date* Tuesday, February 7, 2023 | *Time* 11:30 AM – 1 PM | *Location* Zoom

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| *The Vision* of the Maryland Pyramid Model State Leadership Team (SLT) is for families in partnership with the early childhood workforce to have the ability to equitably nurture and support infants' and young children's social-emotional development and well-being within their diverse family cultures and communities to foster lifelong success. This can be accomplished through the integration of the Pyramid Model with other related promotion, prevention, intervention, and treatment efforts in the state.*The Mission* of the Maryland Pyramid Model State Leadership Team (SLT) is to develop, evaluate and sustain a statewide collaborative effort, guided by national models, that supports the local implementation of the Pyramid Model framework. This work is rooted in fidelity within a variety of early childhood programs and settings across communities within the state. We are committed to actualizing this work with deep intentionality around addressing equity and the needs of BIPOC (Black, Indigenous, and People of Color) students, educators, families, and communities as referenced in our Equity Statement.*Equity Statement for the Maryland Pyramid Model State Leadership Team (SLT)* In recognition of the historical, systemic and current racial inequities that exist throughout all levels and layers of our society, we acknowledge that our youngest citizens are too often exposed and harmed. We know this delivers a lasting impact on their social and academic trajectories, the most detrimental of which are higher rates of suspension and expulsion among young black, indigenous, and people of color (BIPOC) before they enter kindergarten, which begins the preschool to prison pipeline. We believe that practices that promote social and emotional awareness and skills in both children and adults, like the Pyramid Model, can serve to significantly correct and address these realities. Recognizing this, the Maryland Pyramid Model SLT commits to implementing the Pyramid Model through a culturally responsive and anti-racist lens. In an effort to move this work forward, we are currently focusing on the following action items, and articulate them here to hold ourselves accountable:* Implementation of a subcommittee dedicated to elevating equity that meets regularly and supports activities of the full SLT, with specific review of goals and accomplishments during the annual review of the Benchmark of Quality (BOQ).
* Ongoing review and adaptation of training and coaching curriculum to increase the equity lens within Maryland Pyramid Model efforts.
* Adding diversity, equity, and inclusion measures into the BOQ fidelity items.
* Ongoing intention of adding and elevating the voices and perspectives of BIPOC partners involved in Pyramid Model efforts across the state.

**Attendance:** Angela Brewer, *Judy Center Learning Hub at RME;* Margo Candelaria, *UMB SSW;* Elizabeth Chambers, *UMB SSW;* Don Corbin, *MSDE*; Ashley Ferhringer, *UMB SSW*; Martha Hartlaub*, UMB SSW*; Kelly Hutter, *Promise Resource Center*; Angelique Kane, *UMB SSW*; Deborah Langer, *MSDE*; Sheila Maness, *Prince George's County Child Resource Center*; MaryManning-Falzarano, *Montgomery County Infant & Toddlers Program*; Meylin Mejia Cardenas, *Montgomery College*; Candace Place*, Anne Arundel Community College*; Melissa Romano, *Harford County Public Schools*; Lisa Shanty, *MSDE & IDEALS*; Erin Simmons, *MSDE*; Kate Sweeney, *UMB SSW;* Nyrobi Tyson*, UMB SSW;* Rachel Vannatta*, UMB SSW;* D’Lisa Worthy*, Behavioral Health Administration* |
| * **New SLT member, Meylin Mejia Cardenas, Acting Senior Program Director of ECE at Montgomery College, was welcomed.**
* **New PIEC Team Member, Elizabeth Chambers, was introduced. Elizabeth is the new PIEC Team Pyramid Model Program Manager and will be involved in the SLT meetings as well as the PM Implementation Site Pilot. She can be reached at** elizabeth.chambers@ssw.umaryland.edu
* **The meeting was initiated, and members present were invited to sign in within the chat and add any agency updates to share.**
* **Attendee updates shared in the chat:**
	+ *D’Lisa Worthy: Teaching Pyramid Model to 25 pre-service teachers at UMD College Park.*
	+ *Sheila Maness: Prince George’s Child Resource Center - Completed training for childcare providers on 3 Pyramid Model modules in January.*
	+ *Melissa Romano: Harford County – Restructuring coaching model to allow more coaching for specific schools for Pre-K. Infant and Toddlers Program had their 1st leadership team meeting, and 2 parents are interested in joining. The mission and vision statements are in progress.*
* **Administrative BOQ Items for 2023**
* The Vison, Mission, and Equity Statements were read and reviewed.
* The January 2023 Meeting Minutes were reviewed and ratified.

**Upcoming Subcommittee Meetings*** Elevating Equity (4th Thursday @11 AM): February 23, 11:00 - 12:00 PM
* Professional Development (1st Wednesdays @ 1 PM): Wednesday, March 1, 1 - 2 PM
* Fidelity & Evaluation (2nd Mondays @ 9 AM): Monday, February 13, 9 - 10 AM
* Family Engagement (4th Thursdays @ 1 PM): Thursday, February 23, 1 - 2 PM
* Implementation & Demonstration Site (4th Mondays @ 2 PM): Monday, February 27, 2 - 3 PM
* Subcommittee Updates:
* Subcommittee Tasks to Work On: Preparing for March Quarterly Meeting (2 Hour Format)
	+ - Continue working on 2023 workplan for committee section of the BOQ, including a tentative timeline for goal completion.
		- Discuss what the committee would like to share out/get feedback on at the March extended SLT meeting.
		- Good time to share items with larger SLT and request feedback.
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| * + - * Feel free to invite team members/others to subcommittee meetings to improve inclusiveness of work.
* Sharing the Annual Report
	+ - Members were prompted again to please continue to share the report with any groups that would benefit from it.
		- Complete the link for details of where the report was shared: [Annual Report Sharing Survey](https://umaryland.az1.qualtrics.com/jfe/form/SV_57TmQqbZXeCVGD4)
* Reminder to send completed 2023 Membership Pledge & Commitment Letters to martha.hartlaub@ssw.umaryland.edu. This document can be found here: [2023 PM SLT Commitment Letter & Membership Pledge.pdf](https://umbcits.sharepoint.com/%3Ab%3A/r/sites/SSW-III_PyramidModelStateLeadershipTeam/Shared%20Documents/General/2023%20PM%20SLT%20Commitment%20Letter%20%26%20Membership%20Pledge%20-%20Updated%202.9.23.pdf?csf=1&web=1&e=8PyG1k)
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| * **Announcements & New Resources**
1. **National**
	1. NCPMI​ Resources were shared:
		* [NCPMI Fellows Program](About%20-%20National%20Center%20for%20Pyramid%20Model%20Innovations%20%28challengingbehavior.org%29)
		* [T/TA Opportunity for State Teams: Eliminating exclusionary discipline practices](https://challengingbehavior.org/training/technical-assistance/innovation-intensive-ta-2023/)
		* [OSEP Funded T/TA Opportunity for State Teams: Inclusive classrooms and special education services](https://challengingbehavior.org/training/technical-assistance/statewide-tribal-organization-or-territory-implementation-of-the-pyramid-modelwithin-early-childhood-center-based-programs/)
2. **Maryland**
	1. Implementation Sites Update:
		* Applications closed on January 3.
		* Over 20 sites applied.
		* Applications were reviewed and vetted by members of the Implementation & Demonstration Site Subcommittee.
		* 5 Final sites selected, with an effort to keep the pilot group small enough to dedicate enough support for full implementation, while also representing a range of diversity considerations.
		* Public announcement is forthcoming.
	2. Kate to present PM Annual Report and our SLT work at the BHA CAYAS Annual Conference.
* **SLT Bylaws**
* Suggest Bylaw edits were reviewed. Updated Bylaws can be viewed [here](https://umbcits.sharepoint.com/%3Ab%3A/r/sites/SSW-III_PyramidModelStateLeadershipTeam/Shared%20Documents/General/MD%20Pyramid%20Model%20SLT%20Bylaws%20%202023.pdf?csf=1&web=1&e=EtlolB) (pink text is new).
* Updates included added language for:
	+ New Members: onboarding and orientation
	+ Procedures: meeting structure and annual retreat
	+ Structure: subcommittee structure
* Bylaws were ratified.
* **SLT Priorities & Work Plan​**
* SLT BOQ priority identification results from January were reviewed (results listed below).
* **SLT Family Engagement Committee:**
	+ - * 1) #34: The SLT develops and employs mechanisms for communicating with families about the initiative*.*
			* 2) #35: The SLT develops mechanisms for family members to provide feedback at least annually on the quality of PM implementation experienced by their children.
* **SLT Implementation and Demonstration Sites Committee:**
	+ - 1)# 36: The SLT develops readiness criteria, recruitment and selection procedures, and MOUs for programs participating in the initiative as Implementation Programs/ Sites. Implementation Programs/ Sites have a Program Leadership Team and at least one Practitioner coach.
		- 2) #43: The SLT works with sites and communities to identify informal inappropriate discipline practices used and to support implementation sites' use of the Behavior Incident Report System (BIRS) for tracking. The SLT supports implementation site's use of the Equity Coaching Guide to address equity at the classroom and program level, and the BOQ Cultural Responsive Companion to address equity at the classroom and program level.
		- 3) #41: The composition of the Program-Wide Leadership Team in the sites is representative of the Program-Wide community. Family engagement as authentic partners on the Program-Wide Leadership Team is ensured.
* **SLT Professional Development Committee:**
	+ - 1) #48: The SLT establishes a statewide network of professional development (PD) experts to build and sustain high-fidelity implementation to serve as Program Coaches and to support Practitioner Coaches. Demographic representation of Program Coaches is representative of the programs served. Barriers that undermine efforts to ensure coaches represent diverse populations are addressed.
		- 2) #50: The SLT develops statewide PM training sequence that includes providing ongoing training and support for Program Coaches who, in turn, train and support community and program staff and Leadership Teams. Trainings are offered that support Program Coaches' capacity and competence to have crucial conversations around equity. Trainings are available either online or across the state to ensure access. Training materials are developed and delivered in the languages that are appropriate for providers and the communities they serve.
		- 3) #54: The SLT employs a technical-assistance plan for ongoing support and resources for the Program Coaches, demonstration sites, implementation sites and communities to ensure high-fidelity implementation and sustainability. Such support includes planning for turn over and succession of key individuals.
* **SLT Fidelity & Evaluation Committee:**
	+ - 1) #62: Inclusion, 619, or IEP data are examined to determine how and if children with disabilities are receiving services in PM implementation programs.
		- 2) #58: Training, materials, and support are available to Program Coaches, programs, and communities on what data to collect, why, and how to use the data for making decisions for improving outcomes for children, providers, programs, and communities as well as how to submit the data
		- 3) #63: State and local data, BIRs, surveys, and interviews are used to determine how children with severe and persistent challenging behavior and intersecting identities such as gender and race are supported in Pyramid Model programs.
* **SLT Executive Committee:**
	+ - 1) #26: The SLT identifies and implements dissemination strategies to ensure that stakeholders are kept aware of activities and accomplishments (e.g., website, newsletter, conferences).
		- 2) #15: Individuals who are not members of the SLT are included in workgroups to review materials and plans for equity.
		- 3) #31: The SLT develops written communication protocols for regular feedback from staff who are charged with implementing the PMPs as well as the Program Coaches, demonstration sites, implementation sites, and communities. The protocols focus on bringing to light any challenges that need to be attended to by the SLT that cannot be resolved by individual programs or staff.
* Discussion was held around SLT Executive Committee priorities and how to achieve these goals.
* **Ideas shared re: #26 include:**
	+ - Share SLT activities more regularly and in a way that reaches more stakeholders.
		- Include call to action with engagement efforts.
		- Disseminate smaller bites of information.
		- Create excitement around work to increase buy in.
		- Brainstorm ways to connect through networks and groups.
		- Identify who and where expansion is targeted, to fine tune dissemination strategies.
		- Set a goal to develop a list of key stakeholders and corresponding strategies to reach.
		- Consider appropriate frequency of communication.
		- Plan to revamp and reboot social media accounts.
		- Send a survey to gather details of what and where PM work is being done.
		- Highlight local PM work and contact info. for interested groups.
		- Break down PM Annual Report into applicable stakeholder relevance.
		- Create briefs to increase trickling down of PM.
* **Ideas shared re: #15 include:**
	+ - Create avenues of wider invitations to subcommittees.
		- Important to involve people that are passionate about the work, and closer to the work.
		- Use dissemination strategies from #26 conversation to connect with potential subcommittee attendees.
		- Make it clear that meetings are open to all, and everyone is welcome, even if they are new and not directly invited.
		- Think about targeted invitations.
* **Ideas shared re: #31 include:**
	+ - Good reminder to include feedback streams for not just implementation site staff but also from site coaches.
		- Consider IOTTA type data being shared with SLT around professional development that is happening.
		- Share Qualtrics link for feedback survey with outside trainers for continuity of data collection and evaluation.
		- Consider sharing data package with outside trainers, to reduce burden of adding new evaluation system.
		- There is currently an opportunity to build some IOTTA/feedback continuity into the curriculum redesign with the TOT.
* **Meeting Survey Shared:** [**https://umaryland.az1.qualtrics.com/jfe/form/SV\_cSeoqN1MJZrBzW5**](https://umaryland.az1.qualtrics.com/jfe/form/SV_cSeoqN1MJZrBzW5)**/**
* **Meeting Adjourned**
* **Next Meeting**: (Quarterly Meeting Format) Tuesday, March 7, 2023, 11:00 AM – 1 PM
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